

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, APRIL 19, 2022**

At 9:00 a.m. Chairperson Richard Young called to order in regular session a meeting of the Washington County Board of Supervisors which took place in the Washington County Courthouse. Items on the agenda included the following: approval of agenda; public comment related to agenda items; presentation regarding land purchase – Conservation; personnel change requests – Conservation; Washington County ARPA funds; contract with COTT Systems to digitize various County documents; personnel change request – Ambulance Services; Quarterly Report – Ambulance Services; acknowledgement of donation to K-9 fund; Quarterly Report – Recorder; Healthcare Services and Payment agreement with Washington County Hospital and Clinics; Secondary Road Use request – American Legion Post 29; application for renewal of Class C Native Wine (WCN) Liquor License, including Native Wine with Living Quarters, Outdoor Services, and Sunday Sales – Revasser Winery, Ainsworth; appoint Iowa Township Trustee; Quarterly Report – Auditor; department head comment; adjourn. Supervisors Jack Seward, Jr., Marcus Fedler, Bob Yoder, and Stan Stoops were also present.

Other individuals in attendance at the meeting included the following: Sam McIntosh, KCII Radio; Kalen McCain, SE Iowa Union; Jacob Thorius, County Engineer; Jeff Garrett, County Treasurer; Cyndie Sinn, County IT/Budget Director; Shawn Ellingson, Deputy Sheriff; Jo Greiner, County Recorder; Jeremy Peck, County Ambulance Services Director; Jared Schneider, County Sheriff; Zach Rozmus, County Conservation Director; and citizen Bob Bauer. Various other individuals participated via remote means.

All motions were passed unanimously by those Supervisors in attendance unless noted otherwise.

On motion by Seward, seconded by Fedler, the Board voted to approve the agenda as published.

During the public comment portion of the meeting Citizen Bob Bauer expressed support for county funding for the costs of digitizing various documents in the offices of the Recorder and the Auditor.

Conservation Director Zach Rozmus briefed the Board on developments with regard to the English River Wildlife Area (ERWA). Rozmus stated that the ERWA, located northwest of Wellman, is made up of approximately 782 acres with portions co-managed by both the Iowa and Keokuk County Conservation Boards. Recently the Washington County Conservation Board negotiated a 103-acre addition adjacent to the ERWA along the English River. The addition consists of 64 acres of wetland area south of the English River that possesses various types of native grasses, multiple wetland lagoons, and willow thickets along with pockets of lowland river bottom timber. The addition also includes 39 acres north of the English River which consists of lowland timber made up of silver maple, multiple oak species, walnut, and hickory trees. Rozmus stated that the property will be purchased over the span of two fiscal years at a total price of \$200,000.00 which Rozmus deemed as being below market value. Rozmus is seeking financial partners for not only the purchase price but also for future enhancements. The Board took no formal action.

On motion by Yoder, seconded by Stoops, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Conservation for Jacob Adrian who will assume the duties of a temporary non-exempt Summer Aide at the rate of \$13.00 per hour. Adrian's first day of employment will be established upon successful completion of a physical exam.

On motion by Seward, seconded by Fedler, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Conservation for Skyler Juhl whose final day of employment occurred April 12, 2022.

On motion by Fedler, seconded by Yoder, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Conservation for Steve Libe who will assume the duties of full-time non-exempt Summer Aide at the rate of \$13.00 per hour. Libe's first day of employment will be established upon successful completion of a physical exam.

The Board held a discussion regarding possible projects to be funded all, or in part, with the County's American Rescue Plan Act (ARPA) funds in the amount of \$4,266,444.00. Young stated that the time is approaching when, in order to meet required deadlines, formal decisions will be called for regarding how such ARPA funds will be utilized. Fedler noted that nearly all of the projects submitted for ARPA funding did not include an estimated cost which he deemed as a vital piece of information needed in order for the Board to prioritize ARPA projects. Young suggested that the Board hold a work session in order to discuss and prioritize the list of projects. Seward reminded that the Board must be mindful of the effect that using ARPA funds for various "small" projects will have on the amount of ARPA funds available for "large" projects such as remodeling and/or construction of buildings. While Seward expressed support for using ARPA funds for broadband expansion and the digitizing of records he stated that he was in agreement with holding a work session to further discuss the allocation of ARPA funds. Fedler expressed hesitation with spending ARPA funds before holding such a work session. The Board took no formal action.

Auditor Dan Widmer stated that COTT Systems supplied bids of \$68,325.00 and \$186,480.00 for digitizing various documents in the Auditor's office and Recorder's office respectively. COTT also submitted a bid of \$170.00/month for 60 months for maintenance fees. Both Recorder Jo Greiner and Widmer reminded the Board that the projects currently under consideration include only a portion of the documents in each of their offices and explained that additional digitizing work would be called for in the future. Widmer has funds budgeted for the full amount of the Auditor's portion of the project. Greiner meanwhile stated that she, along with Budget/Information Technology Director Cyndie Sinn and Geographic Information Systems Coordinator Duane Royer, are each willing to contribute \$50,000.00 from their budgets which would leave \$36,480.00 of the bid to be addressed. Discussion ensued with consideration given to allocating ARPA funds to offset the \$36,480.00. On motion by Seward, second by Stoops, the Board vote to approve a contract with COTT Systems to digitize documents in the offices of the Washington County Auditor and Washington County Recorder and to authorize the use of a maximum of \$50,000.00 in ARPA Funds in Fiscal Year 2023 to offset the cost of such services.

On motion by Yoder, seconded by Seward, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Ambulance Services for Connor Tarvin whose final day of employment will occur April 28, 2022.

Ambulance Services Director Jeremy Peck distributed the Ambulance report for the 3rd quarter of FY22 which showed a total of 841 calls for service. The total for the 3rd quarter of FY21 was 682. Truck maintenance expenses totaled \$20,815.54 for the 3rd quarter of FY22 while the total for the 3rd quarter of FY21 was \$5,804.44. Revenue totaled \$390,685.46 for the 3rd quarter of FY22. On motion by Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the Washington County Ambulance Services report for the 3rd quarter of FY22. The complete report is available in the office of the Washington County Auditor.

On motion by Yoder, seconded by Stoops, the Board voted to acknowledge a donation to the Washington County Sheriff's K-9 fund in the amount of \$332.28 from Mary C. Ulin of Wellman.

On motion by Stoops, seconded by Fedler, the Board voted to acknowledge receipt of the Recorder's 3rd quarter report for FY22 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by Recorder Jo Greiner, reflected revenues for the quarter in the amount of \$138,635.62 with the county retaining \$47,443.67. A total of 1,429 documents were recorded during the quarter and Greiner added that during the same period of time her office handled 21 marriage applications, 97 passport applications, and 651 boat, ATV and snowmobile renewals and new registrations. Finally, a total of 496 certified copies of birth certificates, death certificates, and marriage licenses were provided to the public. The complete report is available in the office of the Washington County Recorder.

On motion by Fedler, seconded by Yoder, the Board voted to approve a Healthcare Services and Payment Agreement with Washington County Hospital and Clinics (WCHC) and to authorize the Chairperson to sign the agreement on behalf of the Board. The contract addresses instances when the County is compelled to obtain basic and/or emergency health care services for an individual who has been detained and/or incarcerated at the Washington County Jail. Per terms of the contract WCHC will provide any and all healthcare services to individuals who are transported to WCHC in order to receive medical care. The County shall provide supervision of individuals at all times. WCHC shall utilize any applicable insurance coverage that an individual has to cover all or part of the costs of care with responsibility for any unpaid amounts being the payment responsibility of the County.

On motion by Seward, seconded by Yoder, the Board voted to approve, and authorize the Chairperson to sign, a Secondary Road Use Request from American Legion Post 29, Washington, for May 30, 2022. On that date, American Legion Post 29 will hold a Navy/Marines Memorial Day tribute. The event will take place at the Crooked Creek Bridge on Old Highway 92 at 8:00 a.m.

On motion by Fedler, seconded by Seward, the Board voted to approve an application from Revasser Winery, 1749 Yucca Avenue, Ainsworth, for a Class C Native Wine (WCN) Permit to include living quarters, outdoor service, and Sunday Sales, with an effective date of May 9, 2022, and an expiration date of May 8, 2023. Washington County Sheriff Jared Schneider expressed no issues with the application.

The Board took no action regarding the appointment of an individual to the position of Iowa Township Trustee.

On motion by Yoder, seconded by Stoops, the Board voted to acknowledge receipt of the Auditor's report for the 3rd quarter of FY22 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by Auditor Dan Widmer, reflected revenues for the quarter in the amount of \$1,692.00. Of this total, \$1,580.00 resulted from transfer fees, \$70.00 from the sale of plat books and \$42.00 for election services. The complete report is available in the office of the Washington County Auditor.

During the department head comment portion of the meeting County Engineer Jacob Thorius provided an update as to a paving project that will be taking place in the near future on West 5th Street and Lexington Boulevard. Recorder Jo Greiner reminded that April 30, 2022, is the deadline for boat renewals in Iowa.

At 10:33 a.m. on motion by Yoder, seconded by Fedler, the Board voted to adjourn.

ATTEST:
April 19, 2022

DANIEL L. WIDMER
County Auditor

RICHARD L. YOUNG, CHAIRPERSON
Washington County Board of Supervisors